

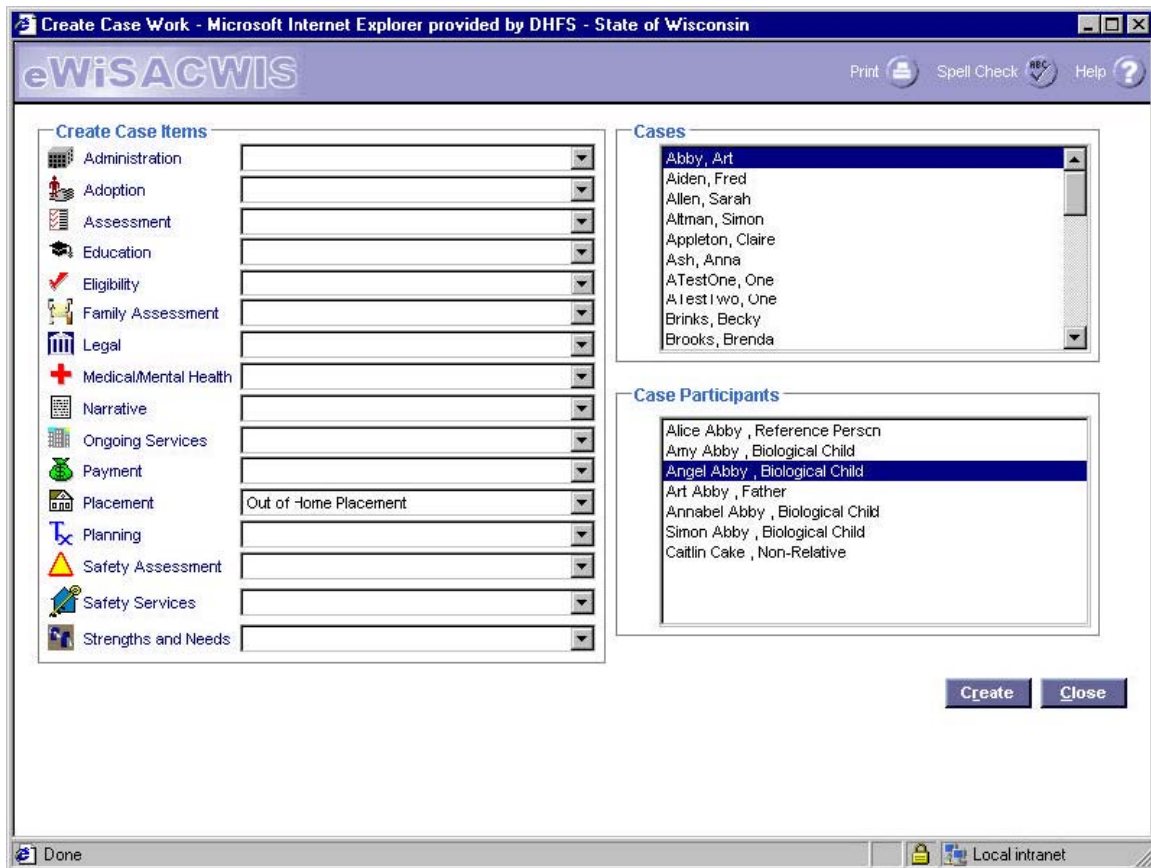
## **JUVENILE CORRECTIONAL FACILITY PLACEMENTS:**

Counties or agencies can track juveniles that are placed in correctional facilities in eWiSACWIS. Juvenile Correctional Facilities are operated by the Department of Corrections and do not include privately operated RCC's or group homes. The Juvenile Correctional Facilities placements do not count toward ASFA compliance and are not IV-E reimbursable. Juvenile Correctional Facility placements documented in eWiSACWIS will not generate a payment.

Successful documentation of an Out-of-home Placement or an In-home service assumes that the child's person management record is up to date. Please see the How Do I titled "Common Documentation Tasks For All Settings (In-Home & Out-of-Home)" for information surrounding documenting a person's demographics.

Also note that as part of the placement documentation the eligibility record for that child must be completed. See the above referenced How Do I for information surrounding documenting eligibility for a child.

And lastly, when ending placements or services, please refer to the above referenced How Do I for information surrounding ending a placement in eWiSACWIS.



## Create Casework Page

### Step 1 of 4

- From the Create Casework page select: Placement>Out-of-Home Placement>Case>Case Participant>Create

Placements and Services - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

**eWISACWIS** Print Spell Check Help

**Child**  
 Child: Abby, Angel Case Name: Abby, Art Request Number:

**Service** **Provider**

**Placement Begin**

**Placement Begin Date:** 04/12/2004 **Placement End Date:** 00/00/0000  
**Date Removed from his/her home:** 04/12/2004 Estimated End Date: 00/00/0000  
 VPA Date: 00/00/0000 County: Milwaukee

☐ This is a CPS Non-Conforming Placement  
☐ This is an Adoptive Placement  
[Removal Reasons](#)

Does the agency have legal responsibility of the child at the time of removal?  
☐ Yes ☐ No ☒ N/A

☐ This Placement is the result of a transfer  
☐ This is an Emergency Situation  
☐ After Hours Placement

**Service Category:** Correctional Facility (Non-AFCARS)  
**Service Type:** Correctional Facility (Non-AFCARS)  
**Placement Status:** Youth Correctional Facility

Child Specific Rate: \$0.00  
 Current Basic Rate:  
 Administrative Fee: \$0.00  
 Exceptional Amount: \$0.00  
 Supplemental Points: [Supplemental Points](#)  
 Supplemental Points Amount: \$0.00  
 Current Total Monthly Payment:

Options:

Done Local intranet

## Placements and Services Page>Service Tab

### Step 2 of 4

- On the Placements and Services page, Service tab, complete all needed fields.
- Enter the first day of the placement in the Placement Begin Date field.
- If this placement is a removal from home (start of a placement episode) be sure to enter the correct removal date in the Date Removed from his/her home.
- Select the correct Removal Reason(s) from the Removal Reasons pop-up page.
- In the Service Category field choose Correctional Facility (Non-AFCARS)
- In the Service Type field choose Correctional Facility (Non-AFCARS)
- In the Placement Status field choose Youth Correctional Facility.

Placements and Services - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

eWiSACWIS

Print Spell Check REC Help ?

**Child**

Child: Abby, Angel Case Name: Abby, Art Request Number:

**Service** **Provider**

☐ Yes ☐ No ☒ N/A

☐ This Placement is the result of a transfer

☐ This is an Emergency Situation

☐ After Hours Placement

Administrative Fee: \$0.00

Exceptional Amount: \$0.00

Supplemental Points: [Supplemental Points](#)

Supplemental Points Amount: \$0.00

Current Total Monthly Payment:

**Child Removal From Home Information**

**Manner:** Court Ordered **Primary Caretaker:** Alice Abby

**Caretaker Structure:** Married Couple **Secondary Caretaker:** Art Abby

**KIDS Referral**

**KIDS Referral**

Is this referral in the best interest of the child? ☒ Yes ☐ No

Is this placement expected to be long term? ☒ Yes ☐ No

Is the worker aware of a court order for child support OR is this otherwise an appropriate case to refer for child support services? ☒ Yes ☐ No

Options:

Done Local intranet

## Placements and Services Page>Service Tab (continued)

### Step 3 of 4

- Answer the Child Removal from Home Information if this placement is a removal from home.
- Select appropriate values for the KIDS Referral information.

Placements and Services - Microsoft Internet Explorer provided by DHFS - State of Wisconsin

**eWISACWIS** Print Spell Check Help

**Child**  
 Child: Abby, Angel Case Name: Abby, Art Request Number:

**Service** **Provider**

**Provider Information**  
**Name:** AAA Agency [Search](#) ID: 20170 Contact:  
 C/O:  
 Street: 255 Hoosier Blvd. Apt:  
 City: Madison State: WI Zip: 53701 Country:  
 Phone: (608)515-4566 Ext: Fax: Alt Phone: Alt Ext:  
 Email:

**Payment Information**  
 Parent Agency: AAA Agency  
 Target Pop: Delinquency  
☐ Override Parent Agency rule

**Kinship Care**  
 Relationship of Child to Kinship Provider:

Split Payment

Options: Go Save Close

Done Local intranet

## Placements and Services Page>Provider Tab

### Step 4 of 4

- Click the Search hyperlink to launch the Search page and search for the appropriate provider.
- From the Search page, select the radio button next to the provider you want to use and click Continue, this will return you to the Service tab and populate the provider you selected into Provider Information.
- Choose the appropriate value in the Target Pop field. The default is “CHPS Other”.
- Return to the Service tab.
- To approve the placement and send it to your supervisor for approval choose Options>Approval>Go>Approve radio button>Continue.
- Click Save and then click Close on the Placements and Services page.